

**Trumbull Emergency Medical Service
Commission Meeting
May 24, 2011**

Present: Vi Watson, Dominick Rutigliano, Joseph Rodriguez, Philip Lukianuk, Barbara Crandall, Michael DelVecchio, John Butkus

Absent: Shelley Ralston, Louise Evans

The meeting was called to order at 7:04pm. Minutes of March 22, 2011 were read by Joseph Rodriguez. Motion made by Dominick Rutigliano, seconded by Philip Lukianuk, to approve the minutes as written. Approved unanimously.

Commissioners' Reports

Commissioners Rutigliano, Rodriguez, Lukianuk had no report. John Butkus noted he met with Mike DelVecchio regarding the Gator Team and training meetings prior to our summer events. Weather has been a problem with scheduling training.

Chairman's Report

Vi Watson noted the service has a banner across the front of the building noting our 35th anniversary this year.

Chief of Service Report

Barbara Crandall noted her report was based on the items listed under Old Business.

1. Mutual Aid Agreements – these agreements have been sent to AMR and Nelson for signature. Nelson Ambulance returned their agreement and it has been forwarded to our billing service which will set up the necessary program to bill for paramedic services. AMR has given the agreement to their attorneys for review.
2. Budget Update – since our last meeting, the EMS budget has been approved as submitted.
3. Policy & Procedures – updated with changes from the last meeting and printing quotes have been received.
4. 35th Anniversary Update – 46 people have sent RSVPs to attend. Plans are almost complete.
5. CEDC Update – A lengthy discussion was held regarding the new proposed dispatch center and the role of TEMS within that center. Dispatching alternatives were reviewed with the Commission as a result of the CEDC discussions. After much discussion, Joseph Rodriguez moved that the TEMS Commission reaffirm that the budgeted money for the upgrade of the service's radios be used as designated. Seconded by John Butkus and approved unanimously.

It was reported that a meeting was held between Barbara Crandall, John Butz and Ron Butz regarding the Quality Assurance program with the Medical Priority card set and medical director approval of the cards. Barbara and Mike will be setting up a meeting with the medical director from Sponsor Hospital to review and sign off on the appropriate cards. Mike DelVecchio stated we could pay for a subscription to the card set so TEMS would have a current copy in event there were any questions.

6. Michael DelVecchio noted he spoke with Northeastern Communications regarding the radio upgrades noting that the technology we originally decided upon has itself been upgraded. A new walk-through must be conducted prior to beginning the project which will include a representative from the Police Department to ensure communication between the departments remains unchanged. The new technology is currently being released with pricing released in June. The new equipment will be installed but the narrow banding will not be utilized until all aspects of the project are completed. Our radios will broadcast on both band widths and then drop down to narrowband. This equipment should last approximately 10-15 years before we would have to make any changes. Mike noted the monopole currently being discussed at the Police Department location, would benefit EMS as it would eliminate the purchase and installation of a new antenna and it would also increase our coverage capabilities. Simulcast dispatching from all base stations would increase our coverage but is not feasible at this time because the console at PD cannot support such a system without upgrade. Vi questioned how long it will take us to be compliant. Mike noted the installation of equipment will take time and the programming of radios would be additional.
7. Charter revision with regard to the re-appointment of Vi Watson to the TEMS Commission was discussed. This Charter revision will be presented for review in June to the Town Council.

New Business

1. Our gator was requested by the Long Hill Fire Department for their search in Monroe of the two missing boys last week.
2. Special Events: Trumbull Day at Westfield Shopping Park on June 25th and the Town Concert on September 9 & 10.

Adjournment

There being no further business, motion was made by John Butkus, seconded by Joseph Rodriguez to adjourn the meeting at 8:4.p.m. Unanimous.

Respectfully submitted,

Barbara Crandall
Administrative Assistant

The above minutes are considered a draft until they are approved at the next meeting of the TEMS Commission.